

## DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



October 2, 1981

*see publications*

## ALL-COUNTY LETTER NO. 81-104

TO: ALL COUNTY WELFARE DIRECTORS  
ALL COUNTY PROBATION OFFICERS  
ALL PUBLIC AND PRIVATE ADOPTION AGENCY DIRECTORS  
ALL REGIONAL CENTERS' DIRECTORS  
ALL COUNTY MENTAL HEALTH DIRECTORS

SUBJECT: FOSTER CARE INFORMATION SYSTEM - PHASE I

REFERENCE: ALL-COUNTY LETTER NO. 81-95, DATED AUGUST 31, 1981  
ALL-COUNTY LETTER NO. 81-7, DATED JANUARY 30, 1981

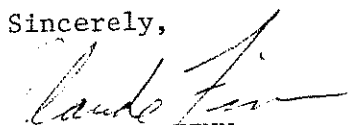
The attached procedures and instructions implement data collection/reporting requirements for Phase I of the Foster Care Information System (FCIS). Please note in your review of the attachments that county contacts and mailing information must be submitted to the Department of Social Services by November 1, 1981. Initial supplies of FCIS forms will be sent to all county welfare departments. Forms will then be ordered through the normal process.

Funding will be available for the direct costs incurred in the month of November associated with providing the initial information for cases on record with the county as of November 1, 1981. Thus, counties may claim direct salaries of clerical staff involved in manually completing the FCIS Phase I forms or for those counties which have automated case systems, the essential programming activities necessary to submit the information via tape input. Funding and claiming instructions will follow.

All-County Letter No. 81-7, dated January 30, 1981, requested county welfare departments maintain a list each month of all children terminated from foster care. With the implementation of the FCIS on November 1, 1981, this will no longer be necessary. The names and corresponding case numbers for children terminated from foster care during the period January 1, 1981, through September 30, 1981, will be reported to the Department and included in the FCIS. No other information will be required for those cases unless they are reopened on or after November 1, 1981. Specific instructions concerning the date for submittal of the lists will be issued later.

Should you have any questions concerning the procedures and instructions, please contact the Statistical Services Branch at (916) 322-2230 or (ATSS) 492-2230. All other questions concerning the FCIS should be directed to the Family and Children Services Systems Bureau at (916) 322-6333 or (ATSS) 492-6333.

Sincerely,

  
CLAUDE E. FINN

Deputy Director

Administration Division

Attachments

GEN 654 (7/78)

cc: CWDA